



STATE OF WISCONSIN \ DEPARTMENT OF MILITARY AFFAIRS

WISCONSIN EMERGENCY MANAGEMENT

2400 Wright Street
P.O. Box 7865
Madison, WI 53707-7865

DATE: November 9, 2004

TO: County Emergency Management Directors

FROM: Jerry Haberl, State Training Supervisor

SUBJECT: Course Recruitment: DEBRIS MANAGEMENT – (G202)

The Wisconsin Division of Emergency Management is offering the course entitled **Debris Management – (G202)** on **January 18-20, 2005**, at Volk Field, Wisconsin. The course will begin at 8:00 a.m. Tuesday, January 18th, and conclude at approximately 4:00 p.m. on Thursday, January 20, 2005. Dress is casual.

This 3-day course provides an overview of issues and recommended actions necessary to plan for, respond to, and recover from a major debris-generating event with emphasis on State, Tribal, and local responsibilities. Developed from a pre-disaster planning perspective, the course includes topics such as debris staff organizations, compliance with laws and regulations, contracting procedures, debris management site selection, volume reduction methods, recycling, special debris situations, and supplementary assistance.

We are requesting that you recruit attendees from within your emergency management community who would benefit from this training, such as Tribal, local and state emergency management personnel, including public works and waste management staffs, who are responsible for planning and/or implementing debris removal and disposal actions.

If people travel more than 50 miles one way and do not desire to commute, **we will make reservations** for participants at Volk Field. Tuition, materials, meals and lodging will be paid for by Wisconsin Emergency Management, however, the cost of travel, and any other costs associated with your stay will be a local responsibility. Additional administrative information will be provided in letters of confirmation to be sent after the course roster is finalized.

Please have prospective participants complete the attached registration form and return the form to your Regional Office no later than **DECEMBER 18, 2004.**

Thank you for helping us to bring Emergency Management Training to your community. If you have questions, or need further information, please call your Regional Director, or Lisa Olson-McDonald at (608) 427-1794.

Encl: Registration Form

cc: WEM Management Staff
Regional Offices
Hazardous Material Response Teams
Peter Jensen
Marshall Schlichting
Lisa Olson-McDonald
Financial Specialist

REGISTRATION APPLICATION

DEBRIS MANAGEMENT – (G202)

January 18-20, 2005

Volk Field, WI

Please complete the information below and send it to your County Director before December 17, 2004. County Directors must submit this registration to their Regional office no later than December 18, 2004. Due to the demand for emergency management training, we recommend that you submit your applications as soon as possible. (Reproduce this sheet locally for additional people.)

(Print Clearly)

NAME _____ SIGNATURE _____

TITLE _____ COUNTY AGENCY _____

SOCIAL SECURITY NUMBER _____
(MUST BE PROVIDED TO REGISTER)

HOME ADDRESS _____

CITY _____ ZIP# _____ COUNTY _____

WORK PHONE # _____ FAX # _____

E-MAIL _____

State Privacy Provision

Authorization: Wisc Stats 166.03 and E.O. 9397.

Disclosure: Disclosure of personal information is voluntary; however, nondisclosure may result in delay in processing your application. Secondary Purpose: In accordance with Wisconsin Privacy Provision 15.04(m) Wisc Stats, the personal information you provide may be used for purposes other than for which it was collected

LODGING INFORMATION

_____ I live within 50 miles and don't need a room.

_____ I will attend, and live OVER 50 miles away; reserve a room for me as indicated below:

PLEASE CIRCLE THE NIGHT(S) THAT YOU NEED A ROOM

MONDAY, JANUARY 17, 2005

TUESDAY, JANUARY 18, 2005

WEDNESDAY, JANUARY 19, 2005

Do you require any special accommodations for a physical disability?

Signature of County Director _____

Signature of Region Director _____